

Private Bag - 20157
KABARAK, KENYA
Tel: 254-051-343234/5
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www.kabarak.ac.ke



APPLICATION FOR ADMISSION – POSTGRADUATE PROGRAMMES

- Notes: (i) This form should be typed or completed in BLOCK LETTERS, and returned to:
The Director Post graduate Studies and Research,
Kabarak University, P.O. Private Bag – 20157
KABARAK.
- (ii) Attach certified copies of your professional and academic certificates and transcripts.
- (iii) Applicants from East Africa will pay application fee of **Kshs 1500/=** by bankers cheque.
- (iv) Applicants from other regions will pay application fee of **US \$50** by bankers cheque or credit cards.
- (v) Attach two (2) coloured photographs one inch by one inch (1” x 1”)
- (vi) Student applying for Ph.D Thesis option must attach a 2 – 3 page, 1.5 line spacing, font 12 concept paper detailing:
- What he/she intends to study
 - The motivation for the choice of study

The programme applied for:

- (i) Name of programme.....
- (ii) School.....
- (iii) Department.....
- (iv) Field of study.....
- (v) Proposed date of commencement of study.....
- Expected date of completion.....

(vi). Preferred mode of study (Tick appropriately)

| | Day Time | Evening | Weekends |
|--------------|-----------------|----------------|-----------------|
| Full time | | | |
| Part time | | | |
| School Based | | | |

SECTION A – TO BE COMPLETED BY THE APPLICANT

1. Name:
(Surname) (Other names in full)
2. Current Address:
Office No: Mobile /House.No:
Fax: E-Mail:
3. Permanent Address (if different from the current address)
.....
4. Date of Birth..... Sex.....
5. Citizenship..... I.D./ PP No.....
6. Marital Status.....
7. Country.....
8. Name of Next of Kin: Relationship:
9. In case of emergency contact:
Address:
Telephone: Email:

10. Academic Qualifications (copies of University transcripts and certificates to accompany application)

| PERIOD | INSTITUTION | QUALIFICATION |
|--------|-------------|---------------|
| | | |
| | | |
| | | |
| | | |

11. Professional Qualifications (attach copies of certificate/s)

| PERIOD | QUALIFICATION |
|--------|---------------|
| | |
| | |
| | |
| | |

12. Work History (start with the present employer)

| EMPLOYER | POSITION | PERIOD |
|----------|----------|--------|
| | | |
| | | |
| | | |
| | | |

13. Research Experience (List of publications and research reports) Attach separate sheet if necessary.

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14. Give names and addresses of two referees

Name two persons who are prepared to act as referees on your behalf. They should be well placed to report on your potential as a postgraduate student in your chosen field of study and preferably should have been your lecturers in earlier degree courses. They should be requested to fill in the confidential report form (Attached) and forward it directly to the Director, Postgraduate Studies and Research, Kabarak University.

(i) Name:.....
Position:Tel. No.....
Address:
Email:.....Fax:.....

(ii) Name:.....
Position:Tel. No.....
Address:
Email:.....Fax:.....

15. How do you plan to finance your studies?

i) Self financial resources (Yes/No)

ii) Sponsorship by (Name).....
Relationship.....
Address.....
Email:.....Fax:

Note: Those wishing to reside on campus should contact the University for Accommodation Arrangements

SECTION B: RELIGIOUS INFORMATION

16. a) Religious Affiliation: Christian Muslim Hindu Buddhist

Other (specify).....

b) If Christian: Catholic Protestant

Other (specify)

c) If Christian, are you born again? Yes No

d) Name and Address of the Church you attend.

.....
.....

e) Name of your Pastor/Priest

.....
.....

17. Declaration – I hereby declare that the information given in this form is correct.

Applicant's signature.....Date:.....

Kabarak University **DOES NOT** discriminate on the basis of faith, gender, disability or race **BUT** being a Christian Institution, we require every student to attend church services and adhere to our Moral Code and the Rules and Regulations governing the student's conduct at the University.

SECTION C: FOR OFFICAL USE ONLY

18. Programme

19. Semester /Year.....

20. (i) Application No:.....

(ii) Application Fee Receipt No.....

21. (i) Date application received.....

(ii) Recommendation of the School

Accept

Rejected Reason

.....
.....
.....

Signed: Dean of School

22. If accepted, Admission No.....

Signed: (Director, Postgraduate Studies & Research)

Date.....



Official Stamp

7. On the following scale, please rank the candidate among the students you have known

- Top 10%
- Top 25%
- Average
- Below Average

8. Comment freely on the candidate : (Use additional Sheet if necessary)

.....

.....

.....

9. Name of Referee (in block capitals):

.....

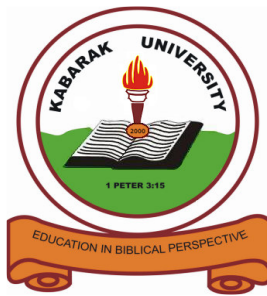
Position.....Institution.....

Address.....

Landline No:Mobile No:

Fax: E-mail:.....

NB: The Referee should return the completed form directly to:
The Director, Postgraduate Studies and Research
Kabarak University
P.O. Private Bag – 20157
KABARAK



RULES AND REGULATIONS GOVERNING STUDENT DISCIPLINE AT KABARAK UNIVERSITY

Introduction

All students enrolled at Kabarak University are expected to follow all regulations and policies meant to govern the behavior and conduct of students as members of the University community. These rules and regulations are formulated based on sound ethics and Christian principles and are founded on the premise that people must treat others with dignity and respect in order for scholarship to thrive. Any violations of these regulations may lead to disciplinary action being taken against the student.

Indicated below are a summary of some of the rules and regulations. You are expected to read through them and sign the declaration if you accept to abide by them. You will later be issued with a student handbook which contains all the rules governing the conduct of the student in all the areas of the University.

1. Academic Responsibility

Attendance to all lectures, assignments, class tests and examinations, is required of all students. It is a serious offence to interfere or block normal scheduled classes.

2. Dress Code

Kabarak University is a Christian Institution where the mode of dressing for students is important. Students are expected to dress decently at all times. Students are not allowed to put on tight trousers/dresses, mini-skirts and skirts with long slits. Clothes with bad slogans printed on them are also not allowed. During worship services and all university formal functions, students are required to dress formally.

3. Church Services

All students are required to attend the Sunday and other mid-week worship services at their respective Campuses.

4. Visitation

The Halls of Residence are the private homes of the residents and should not be entered by guests. Visits to student rooms of residence by members of the opposite sex is **prohibited** in the University.

5. Alcohol, Drug Taking & Trafficking

Use of alcohol, cigarettes, illicit drugs and trafficking of the same is prohibited in all areas of the University. Any student involved directly or indirectly in alcohol or use or trafficking of drugs will be expelled from the University and handed over to the law enforcement agency for legal action, where appropriate.

6. Responsibility for University Property

A student shall take reasonable care of all equipment and property of the class rooms, laboratories, library and at all other places in the University and shall keep them in good condition. Any replacement or repair due to loss or damage resulting from careless use or negligence by the student or persons connected with him/her shall be made at the expense of the student.

7. Harassment

Any form of harassment by a student on or outside the University is prohibited. Such harassment include: Sexual harassment, racial harassment and any harassment targeting those with disabilities.

8. Violence

Students are prohibited from use of or threat of physical violence against other students, employees or members of the University or any other persons lawfully within or outside the University premises. Students shall not keep any offensive weapons within the University as defined in the laws of Kenya.

9. Other offences that could cause dismissal/suspension from the University are:

- a) Undermining the principles and objectives of the university
- b) Possessing obscene literature
- c) Gambling in any form
- d) Stealing and any form of deception
- e) Displaying improper association with members of the opposite sex
- f) Showing disrespect to persons in authority
- g) Arson
- h) Illegal trade or hawking
- i) Bribing any university employee or student
- j) Vehicle hijack or misuse
- k) Sexual immorality
- l) Rape or attempted rape
- m) Authorship, publication and/or distribution of anonymous letters or any other literature of a malicious or libelous nature including placards
- n) Organizing or participating in political activities on campus
- o) Any other obnoxious acts or repugnant conduct as may be prejudicial to good order or other proper functioning of the university
- p) Improper use of internet.

Beyond regulations, however, as a University with a Christian foundation, it is expected that students will strive for Biblical standards of personal character, conduct and discipline in dealing with all people within and outside the University. They should aim at all times in all places, as the University Moral Code states; “To set apart in ones heart Jesus as Lord” (1 Peter 3:15)

DECLARATION BY THE STUDENT

1. I declare that I have read and understood the Rules and Regulations governing conduct while a student at KABARAK UNIVERSITY.

2. I agree to abide by the rules in totality and to promote and maintain the Christian character of the University.

NAME OF STUDENT

COURSE ADMITTED

SIGNATURE..... Date:

FOR OFFICIAL USE

DEAN OF STUDENTS

Name..... Signature..... Date.....

NB: This copy of Rules and Regulations MUST be duly signed and submitted to the University together with the Application Form.